



Dunstable 350th Celebration Committee Meeting Minutes

2/8/2022 6:35 pm - Meeting Called to Order

Meeting Attendees:

Debbie Courtney, Michael Fahy, Sue Fayne, Erica Flynn, Margery Kimpton, Dave Kimpton, Ron Mikol, Kathy Sniezek, Nicole Tully

AGENDA

Call to Order

Approval of 1/18/22 Meeting Minutes

Winterfest Recap

Budget Review / Donation and Funding Update

2022 Events Review, Update from Oct Gala Task Force Team

Adjournment

- The 1/18/22 Meeting Minutes were approved by everyone present on the Zoom.
- Since the last meeting, two residents have stepped up to submit their requests for appointment to the Asst. Town Administrator. The two residents are expected to be appointed at the next Board meeting and will fill the two vacancies that were reinstated after the Committee approached the Select Board to reinstate them.
- Ron mentioned that there is a Town Zoom account that the Committee should be able to use for remote meetings.

WINTERFEST RECAP

- Fantastic turnout, the DRLT did a great job in putting on a wonderful time.
- Members of the Committee served baked goods and sold approximately \$1,090 in merchandise. The Committee also received approximately \$175 in donations.

BUDGET REVIEW / DONATION & FUNDING UPDATE

- Erica contacted everyone who manned the merchandise table at the December events for additional info to flesh out budget details and updated the Budget doc.
- Debbie received DS Graphics invoice for first t-shirt and hoodie order.
- There was some discussion about continued use of Venmo for merchandise payments. The Committee brought Ron up to speed on money from merchandise sales which goes into Venmo is then written out as a check that is given to the Town Treasurer.
- The Committee discussed other possible options for an online payment system that is not tied to a personal account; this will require further investigation. Some events, e.g., the October gala, will be coordinated through EventBrite which provides a mechanism to collect payment.
- Sue followed up with Select Board at their Feb 1 meeting about request she and Jon Crandall submitted to Advisory Board for Town funds; Select Board said they had not received the request at that time.
- Also at the Feb 1 Board meeting, after the Board reinstated the two vacant seats for the Committee, the Board requested that they be included on meeting agenda and meeting minute submissions to Town Hall.
- Ron said that the 2022 fiscal year budget ends on June 30, 2022 and that there is a reserve fund of approximately \$35k allotted for such things as town-related events that the Committee can tap into. He suggested that the Committee put together an analysis of what we expect to collect between February and July 1, 2022, cost of near-term and long-term events, and what is needed from the Town, and present it to the Board at their next meeting, which is scheduled for Tuesday, February 15.
- Ron suggested that the Committee reach out to local firefighter associations for donations.
- Per Ron's request, Erica emailed the list of local organizations that she compiled for the Committee to approach for donations.

- The Committee acknowledged that not having a 501(c) could be a potential issue for some individuals to donate. The Committee will work with Ron and Chief Dow to see if donations can be deposited into other 501(c) accounts and transferred to the 350 account.

2022 EVENTS REVIEW, UPDATE ON OCTOBER GALA

- The next potential fundraising event will be a trivia night; details TBD.
- October gala has been reserved; deposit is due to hotel.
- Town-wide yard sale will be tabled until 2023 and further discussed.
- The Committee discussed the planned Patriots Day parade for 2023, and how participation at the Memorial Day parades has waned. There were suggestions to put events under a tent especially if very hot weather is expected, and to have the 350 Committee march in the parade with a banner, in period costume.

ADJOURN

- The meeting adjourned at approximately 8:20 pm.